

CONNECTICUT STATE DEPARTMENT OF EDUCATION
Bureau of Health and Nutrition Services and Child/Family/School Partnerships
25 Industrial Park Road
Middletown, Connecticut 06457-1543

M E M O R A N D U M

TO: Child and Adult Care Food Program (CACFP) Home Sponsors

FROM: Maureen B. Staggenborg, Director, Child Nutrition Programs

DATE: March 1, 2006

SUBJECT: **Operational Memorandum #06H-06**
Kith and Kin Provider Outreach

The Child and Adult Care Food Program (CACFP) benefits are being extended to kith and kin providers who are caring for children participating in the Care 4 Kids Child Care Assistance Program. These providers include relatives, neighbors and friends who are exempt from the regular day care home license requirement. The providers will be eligible for CACFP based on the approval system in place for the subsidy program. This process meets the requirements for the CACFP alternate approval system.

The program will be made available on a pilot basis in three Connecticut communities - Bridgeport, Hartford and New Haven. Sponsoring organizations serving these communities will receive a list of eligible providers in each of these areas. The list will be divided equally among the sponsoring organizations and provided to the sponsoring organizations upon receipt of a signed confidentiality statement regarding the use of the information. A copy of the statement to be used for this purpose is attached and should be signed by the authorized representative identified on the Child Nutrition Agreement ED-099 form and returned to the Child Nutrition Programs as soon as possible.

The purpose of providing the lists is for initial outreach to kith and kin providers. The sponsoring organizations may contact all of the providers on the lists that they receive either by phone, mail or both to provide information about the program and how to apply. A potential outreach flyer that may only be used for contact with the Kith and Kin providers is enclosed. Dividing the lists for this program has been done for the initial outreach contact only. It does not mean that the providers on the initial list are exclusively assigned to a particular sponsor. Subsequent monthly updates will be distributed to all sponsoring organizations. It is possible that a kith and kin provider may be aware of other sponsors and choose to participate on the CACFP with those programs. This option must be respected. Sponsors may also direct providers to other sponsors if those sponsors have particular features or services that might be suitable to address the needs of individual providers.

The normal enrollment process and CACFP requirements will apply for the kith and kin providers with the exception of the need to verify day care license status. Sponsoring organizations must review the management plans submitted for the 2005-2006 year and revise any area that might change with the inclusion of Kith and Kin providers. Particular attention should be given to the outreach plan that was submitted with this year's application as the approach to this aspect of the program will most likely change for most sponsors.

Kith and kin providers will remain eligible for the CACFP program as long as they are providing care under the Care 4 Kids subsidy program. The lists that will be provided constitute documentation that the

providers are currently approved for the Care 4 Kids Program. A monthly update with a list of new providers and providers no longer approved will be provided by the Department of Social Services.

We are looking forward to working with your organizations to expand the CACFP to this population in these three cities and eventually to other towns in Connecticut.

If there are questions regarding this program, sponsors may contact Susan Bohuslaw at 860-807-2073 or Maureen Staggenborg at 860-807-2070.

Enclosures

MBS: mbs

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Funds for Food

There are payments for people who provide food to the children they care for while their parents work. The program is free and is called the Child and Adult Care Food Program.

Who is Eligible?

As a relative or other caregiver who care for children while their parents are at work and receive the Care 4 Kids subsidy, you may be eligible to receive money for the meals and snacks you serve to children in your care.

How Do I Apply?

Our organization is approved by the Connecticut State Department of Education to operate this program in your area. To find out more about this program and how to apply you may contact our office.

Call Today! Sponsor Name
 Sponsor Phone Number

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Fondos para Alimentos

Hay dinero disponible para personas que proveen alimentos a niños que ellos cuidan mientras sus padres trabajan. El programa es gratis y se llama el *Programa de Alimentos Para Niños y Adultos*.

¿Quién es elegible?

Parientes u otra persona que provea cuidado a niños mientras sus padres trabajan y que reciben subsidio del programa *Care 4 Kids*. Usted puede ser elegible para recibir dinero por las comidas y meriendas que usted le sirve a los niños mientras están bajo su cuidado.

¿Cómo Aplico?

Nuestra organización esta aprobada por el Departamento de Educación del estado de Connecticut para operar este programa en su área. Para obtener más información sobre este programa y cómo aplicar, usted puede llamar a nuestra oficina.

¡Lláme Hoy! Nombre del Auspiciador:

Teléfono del Auspiciador:

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